

DD/A 76-1200

10 March 1976

MEMORANDUM FOR: Director of Central Intelligence

FROM : John F. Blake  
Deputy Director for Administration

SUBJECT : Legal and Proper Activities

1. The Inspector General wrote you on 2 March suggesting that you issue an Employee Bulletin in your name establishing the general requirement for all employees to report to you any questionable activities that come to their attention. You approved this recommendation.

2. The Inspector General asked that I prepare such a notice for your signature. It is attached, and has the concurrence of the Inspector General and the General Counsel.



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John F. Blake

Att

Distribution:

Orig - DCI w/Orig Att  
1 - DDCI w/Cy Att  
1 - IG w/Cy Att  
1 - GC w/Cy Att  
1 - ER w/Cy Att

DD/A 76-1201

*12 March 76*

MEMORANDUM FOR ALL CIA EMPLOYEES

As Director of Central Intelligence I am determined that the Central Intelligence Agency conduct its activities in strict adherence to its legislative charter, to applicable laws, Executive Orders, and appropriate National Security Council Directives. Only by such adherence both to the spirit and letter of the law can the Agency continue to serve the people of the United States by properly carrying out its mission to contribute to the national security.

A CIA regulation requires that any employee who has knowledge of past, current, or proposed CIA activities that might be construed to be illegal, improper, questionable, or outside CIA's legislative charter, or who believes that he or she has received instructions that in any way appear illegal, improper, questionable, or outside CIA's legislative charter, inform the Director or Inspector General immediately.

I expect each employee to comply with the regulation. You may report any information relating to these matters directly to me or to the Inspector General at any time.

*15 George Bush*

George Bush

Distribution:

Original - All CIA Employees  
1 - DCI  
1 - DDCI

1 - IG      1 - General Counsel  
1 - ER  
1 - DD/A Subject  
1 - DD/A Chrono  
1 - JFB Chrono

DD/A:JFBlake:der: (10 March 1976)

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	
<b>OFFICIAL ROUTING SLIP</b>			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Mr. McMahon		<i>J</i>
2	Mr. Blake		
3			
4			
5			
6			
	<b>ACTION</b>	<b>DIRECT REPLY</b>	<b>PREPARE REPLY</b>
	<b>APPROVAL</b>	<b>DISPATCH</b>	<b>RECOMMENDATION</b>
	<b>COMMENT</b>	<b>FILE</b>	<b>RETURN</b>
	<b>CONCURRENCE</b>	<b>INFORMATION</b>	<b>SIGNATURE</b>
REF: Memo for DCI fr IG dtd 2 Mar 76			
<b>Remarks:</b>  In para. 9 of Ref memo, the IG suggests to the DCI that it would be appropriate and desirable for Mr. Bush to restate on his own behalf the general requirement for all employees to report questionable activities. [REDACTED] has prepared the attached Memo for all CIA Employees in that regard. Does this look ok to you?			
<b>FOLD HERE TO RETURN TO SENDER</b>			
<b>FROM: NAME, ADDRESS AND PHONE NO.</b>			<b>DATE</b>
[REDACTED], EO-DDA 7D-24 x6535			3/10/76
	<b>UNCLASSIFIED</b>	<b>CONFIDENTIAL</b>	<b>SECRET</b>

FORM NO.  
1-67

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Use previous editions

☆ GPO : 1974 O - 535-857

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CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

OFFICE OF THE DIRECTOR

MEMORANDUM FOR ALL CIA EMPLOYEES

*and Executive Order*

As Director of Central Intelligence, I am determined that the Central Intelligence Agency conduct its activities in strict adherence to its legislative charter, and other applicable laws. Only by such adherence both to the spirit and letter of the law can the Agency continue to serve the people of the United States by properly carrying out its mission to contribute to the national security.

*questionable*

A CIA regulation requires that any employee who has knowledge of past, current, or proposed CIA activities that might be construed to be illegal, improper, or outside CIA's legislative charter, or who believes that he or she has received instructions that in any way appear illegal, improper, or outside CIA's legislative charter, inform the Director or Inspector General immediately.

I expect each employee to comply with the regulation. You may report any information relating to these matters directly to me or to the Inspector General at any time.

*questionable*

George Bush



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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

①

FROM:

Inspector General

2224

EXTENSION

NO.

DATE

2 MAR 1976

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. FM Director

Attn: [REDACTED]

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2.

3.

4.

5.

6.

SA/DCI

STATINT

7.

25X1A

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10.

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12.

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14.

15.

TO DRAW ON:  
FOR YOUR NEXT CONTACT  
WITH SENATORS/REPRESENTATIVES  
ON: DOES DCI REALLY  
KNOW WHAT HIS  
SUBORDINATES ARE DOING?  
NOTE PARA 9

WOULD YOU LIKE A FULL  
BRIEFING ON "WATERGATE"?

YES X NO

① to on this  
② Dave see item 9.  
I would like a draft -  
forgetfully fully employees  
to come forward with  
alleged abuses  
013 ans

FORM  
3-62

610

USE PREVIOUS  
EDITIONS

☐ SECRET

☐ CONFIDENTIAL

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INSPECTOR GENERAL

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Executive Registry

76-7152

2 MAR 1976

MEMORANDUM FOR: Director

FROM : Inspector General

SUBJECT : Are CIA Employees Reporting Fully  
to the DCI?

1. This memorandum is in response to your request for background information concerning the question raised at the 27 February breakfast with Senator Bellmon's group. The question was how you would know if CIA is reporting to you the things you should know. This reviews the origin of the present reporting requirements, how they first became known publicly, and where things now stand. There is a recommendation for your consideration in paragraph 9.

2. On 9 May 1973 DCI Schlesinger issued instructions to all employees that they report any activities that appeared to them as being outside the Agency's legislative charter. On the same date he appeared in open session before the Senate Appropriations Subcommittee on Intelligence, where he described

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his instructions that day to employees to report questionable activities, which was reported in the press at the time as well as on a recurring basis thereafter.

3. DCI Colby was asked a number of times if he was sure that he knew what was going on in the Agency. His reply took various forms, usually referring to the instructions to employees that they report any questionable activities--that there be "no surprises"--and his confidence that he knew those things he should know. He also referred to instructions issued by him in August 1973 setting new limits on Agency activity.

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4. In addition to the above, DCI Colby raised the matter a number of times at our morning meetings, reiterating to his Deputies the need to keep in mind the requirement for reporting. The Employee Conduct Handbook--required annual reading for all employees--was changed to include the following statement:

"Any CIA employee who believes that he has received instructions which in any way appear inconsistent with the CIA legislative charter will inform the Director of Central Intelligence immediately."

The continued publicity given past Agency activities and this clear requirement to report questionable activities has heightened employee sensitivity to the question. There is reason for confidence in the belief that past inhibitions for reporting such activities have been overcome.

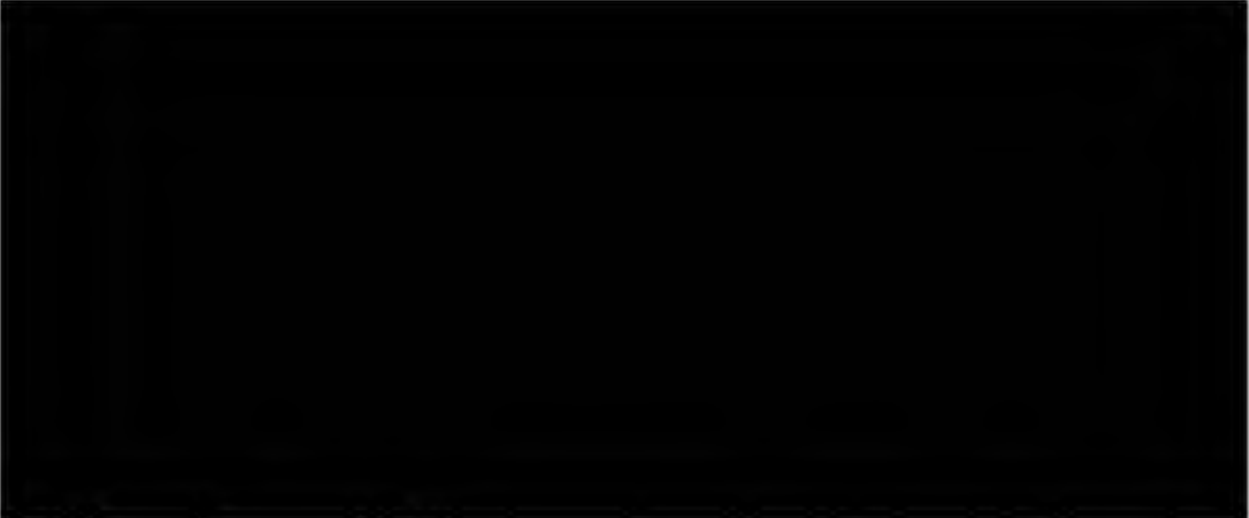
5. In addition to the clear responsibility of employees to report questionable activities, the Agency's internal review mechanism has been reinforced to detect improprieties when they exist. The Inspector General's staff is in the final phase of increasing from five to twenty inspectors, and a program of reviewing all Agency activities for possible improprieties or illegality is underway.

6. As the question about knowledge can be expected again it might be useful to review some of the incidents that have given rise to it. The 9 May 1973 instructions by DCI Schlesinger

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him with technical support in the summer of 1971. Although the profile had been approved by DCI Helms, its relationship to that which became known as "Watergate" was not recognized until May 1973.


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had no connection with any CIA assignment. This incident, however, led to the resignation of the Director of Security. Finally, the Senate Select Committee inquiry into allegations of assassination plotting revealed that DCI McCone--a Director from outside the Agency--had not been told of the plotting against Castro. It doubtless is one or more of these incidents that prompts the continuing questions about the possible lack of complete reporting to the DCI.

8. Present policy appears to be well known and understood, that Agency employees are to report any questionable activities known to them, either to the DCI or the IG. Requirements for OGC review of new activities, and the augmented inspection capability, reinforce the likelihood that activities not recognized and reported by employees will be reviewed at their inception or detected in the regular program of inspections. The Audit Staff's program audits should also assist in this regard.

9. We believe that it is appropriate and desirable that you restate on your own behalf the general requirement for all employees to report to you any questionable activities that come to their attention, taking the form of a notice to all employees.



Donald F. Chamberlain  
Inspector General

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